

**Morrow County Board of Commissioners Meeting Minutes**  
**April 4, 2018**  
**Port of Morrow Riverfront Center, Wells Springs Room**  
**Boardman, Oregon**

**Present**

Chair Don Russell  
Commissioner Jim Doherty  
Commissioner Melissa Lindsay  
Karen Wolff, Human Resources Director  
Justin Nelson, County Counsel  
Kate Knop, Finance Director  
Roberta Lutcher, Executive Assistant

**Call to Order and Pledge of Allegiance:** 10:30 a.m.

**City and Citizen Comments:** No comments

**Open Agenda:** No items

**10:32 a.m. Executive Session:** Pursuant to ORS 192.660(2)(e) – To conduct deliberations with persons designated by the governing body to negotiate real property transactions

**10:56 a.m. Closed Executive Session:** Decision reached

**10:56 a.m. Returned to Open Session**

Chair Russell said the Parks cabins discussion will take place as the first Business Item.

**Consent Calendar**

Human Resources Director Karen Wolff requested to move her item regarding Safety Committee Appointments to Business Items. Commissioner Lindsay requested to move the Preston Replat to Business Items.

*Commissioner Lindsay moved to approve the following items in the Consent Calendar:*

- 1. Accounts Payable dated April 5<sup>th</sup> in the amount of \$88,609.66*
- 2. March 21<sup>st</sup> Work Session Minutes*
- 3. Federal Lands Access Program Proposal to chip seal from the junction of Highway 207 and Willow Creek Road to Coal Mine Hill, 23 miles, and authorize Chair Russell to sign on behalf of the County*
- 4. Request to surplus equipment to be sold by sealed bid – Public Works*
- 5. Appointment of Jeromy Wilson to the Morrow County Fair Board, term to be April 4, 2018 through December 31, 2021*
- 6. Eastern Oregon Coordinated Care Organization – Community Benefit Initiative Reinvestment Program Agreement in support of Nurse Care Manager (\$50,000), and authorize Chair Russell to sign on behalf of the County*

*Commissioner Doherty seconded. Unanimous approval.*

## **Department Reports**

### Treasurer's Monthly Report

The report by Treasurer Gayle Gutierrez was reviewed in her absence. Her report noted the Oregon Short Term Fund Board should be notifying the County soon concerning the proposed Investment Policy.

## **Business Items**

### Purchase of Parks cabins from South Morrow Enterprises, L.L.C. (Decision from Executive Session)

*Commissioner Doherty moved to purchase 10 cabins (eight currently at the OHV Park; two currently at Cutsforth Park) from South Morrow Enterprises, L.L.C. at the price of \$60,000. Discussion regarding the specifics of the monetary transaction. Motion failed for lack of a second.*

*Commissioner Doherty directed County Counsel to draft a sale agreement to purchase 10 cabins from South Morrow Enterprises, L.L.C. at the price of \$60,000, with the agreement to come to the Board for review in the near future. Commissioner Lindsay seconded and asked Tom Wolff, representing South Morrow Enterprises, to verify the outstanding reservation check will come back to the County. He nodded in agreement. Mr. Wolff requested that the check for the purchase of the cabins be written no earlier than May 8<sup>th</sup>. County Counsel Justin Nelson and Finance Director Kate Knop said they would work out the details in order to accommodate the request. Unanimous approval.*

### Safety Committee Appointments

Karen Wolff, Human Resources Director

Ms. Wolff discussed a correction to the request.

*Commissioner Doherty moved to appoint Eric Imes as the Road Department - Management Representative, and Ivy Zimmerman as the Sheriff's Office - Management Representative to the Safety Committee; terms to be April 4, 2018 through December 31, 2020. In addition, the terms for the Safety Committee membership will be set as follows:*

- *Road - Employee: December 31, 2019*
- *Road - Management: December 31, 2020*
- *Sheriff's Office - Employee: December 31, 2019*
- *Sheriff's Office - Management: December 31, 2020*
- *General Employee – Employee: December 31, 2020*
- *General Employee – Management: December 31, 2019*

*Commissioner Lindsay seconded. Unanimous approval.*

### Preston Replat

Discussion took place about developing a process for documents such as this replat request that come to the Board for signature.

*Commissioner Lindsay moved to approve the Preston Replat – A Replat of Lots 13, 14, 15 & 16 of Block 30, Plat of Irrigon; City of Irrigon; Township 5N, Range 26 E., W.M., Section 24; Northeast ¼ of Southeast ¼ for Richard and Eloisa Preston, Hermiston, Oregon. Commissioner Doherty seconded. Unanimous approval.*

### Request to establish The Loop - Morrow County Transportation, Statewide Transportation Improvement Fund (STIF) Advisory Committee

Anita Pranger, Coordinator, The Loop

Ms. Pranger explained in order for The Loop to receive STIF funds, a STIF Advisory Committee will need to be in place, and she suggested that process be initiated. She added the first round of applications are due November 1<sup>st</sup>. She said there have been discussions about the possibility of joining with Umatilla County and the Confederated Tribes of the Umatilla Indian Reservation, and another meeting on this topic will take place this afternoon in Pendleton, so she needed direction from the Board. The Board agreed Morrow County is open to the joint regional transportation concept but will also move forward with appointing its own STIF Advisory Committee.

### **Department Reports, continued**

#### Fair Office Quarterly Report

Ann Jones, Fair Secretary

Ms. Jones reviewed her report. The theme for this year's Fair, which will take place August 13<sup>th</sup>-19<sup>th</sup>, will be "Bushels of Fun at the Morrow County Fair."

### **Business Items, continued**

#### Surveyor Contract

Justin Nelson, County Counsel

Mr. Nelson reviewed an update made to the contract this morning, in consultation with Surveyor Stephen Haddock.

*Commissioner Lindsay moved to approve the Contract between Morrow County and Witness Tree Surveying, Contract for Equipment and Materials for Morrow County Surveyor; effective April 4, 2018 to December 31, 2020; \$33,000 per year. Commissioner Doherty seconded. Unanimous approval.*

*Commissioner Lindsay moved to set the elected Surveyor salary at \$3,000 annually, plus the Contract for Equipment and Materials, both to be set at the same time. Commissioner Doherty seconded. Unanimous approval.*

### **Department Reports, continued**

Administrator's Written Monthly Report  
Sheriff's Office Written Monthly Report  
Both reports were reviewed by the Board.

### **Correspondence**

- Letter from the U.S. Army Corps of Engineers regarding the final Finding of No Significant Impact for the St. Hilaire Columbia River Pump Station Expansion and East Improvement District New Pump Station Project
- Letter from the Navy to Umatilla Electric Cooperative regarding UEC's request for height restriction variances to Navy-held aviation easements east of Naval Weapons Station Training Facility Boardman

### **Commissioner Reports**

- Chair Russell said a meeting took place yesterday that included U.S. Senator Ron Wyden, Port of Morrow Commissioners, Dr. Camille Preus, Blue Mountain Community College President, and others. Senator Wyden wanted to know if there were topics or issues where he might be able to provide assistance. Chair Russell said he will write a narrative detailing interactions with the Navy.
- Commissioners Lindsay and Doherty opted to delay their reports.

### **Signing of Documents**

**Break:** 12:08 p.m.    **Resumed:** 12:18 p.m.

**12:18 p.m. Executive Session:** Pursuant to ORS 192.660(2)(d) – To conduct deliberations with persons designated by the governing body to carry on labor negotiations

**12:44 p.m. Closed Executive Session:** No decisions

**12:44 p.m. Returned to Open Session**

### Miscellaneous

Ms. Knop distributed copies of a spreadsheet outlining the budgetary impact of the staffing requests approved last week.

**Adjourned:** 12:57 p.m.